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Cham
2002
LFB

Chief, Technical Services Staff

22 July 1954

THRU : Comptroller

Chief, Finance Division

Shortage in Accounting for Funds

- REF : (a) Memo to Chief, Finance Division from [] 25X1A9A
dated 16 July 1954, subject per above
(b) Memo to Chief, Finance Division from [] 25X1A9A
dated 15 July 1954, subject per above

1. Attached are above references in which the two above identified employees who performed temporary duty under TSS orders indicate that they are unable to account for or refund advances made in connection with their TDY travel.

2. Your review of the circumstances surrounding these cases and recommendation as to the settlement of the accounts is requested.

3. In consideration of these cases, the employees should be informed that Finance Division is required to report all cases of apparent misuse of government funds to the Deputy Director (Administration) and to the Inspector General. In any instance wherein an employee is unable to account for or refund funds advanced for official purposes at the termination of the purpose for which the funds were advanced, it must be presumed that the funds were used for personal purposes.

4. In addition to ascertaining that these employees fully understand the full implication of their proposals, [] should be advised that, even though the circumstances surrounding his inability to account for or refund the amount due are determined to be such as to warrant approval of an installment basis for settlement, it is not probable that settlement over the lengthy period of time proposed by him will be acceptable.

25X1A9A

Attachments (2)

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